TOWN OF FRONT ROYAL, VIRGINIA TOWN COUNCIL MEETING
Monday, December 12, 2016 @ 7:00pm
Warren County Government Center

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Approval of the Regular Council Meeting minutes of November 28, 2016
5. Receipt of Petitions and/or Correspondence from the Public
6. Reports:
    a. Report of special committees or Town officials and Town Manager.
        *** Report from Community Development Director Felicia Hart**
        *** Report from County Administrator Doug Stanley**
    b. Requests and inquiries of Council members.
        ***Recognition of Service on Council - Mayor Darr and Councilman Hrbek**
    c. Report of the Mayor
        ***Recognition of Service on BAR – Gregory Harold**
    d. Proposals for addition/deletion of items to the Agenda.

7. **CONSENT AGENDA ITEMS** – (**ROLL CALL VOTE REQUIRED)**
    A. COUNCIL APPROVAL – Bid for Concrete for Calendar Year 2017
    B. COUNCIL APPROVAL – Bid for Purchase of Vehicles
    C. COUNCIL APPROVAL – Advertise for Council Vacancy

8. **COUNCIL APPROVAL** – Budget Amendment for Outstanding Purchase Orders *(2nd Reading)*

9. **COUNCIL APPROVAL** – Resolution to Co-Sponsor Memorial Day Event

10. **COUNCIL APPROVAL** – Internal Loan and Purchase of Refuse Truck

11. **COUNCIL APPROVAL** – Resolution of Support for IT Federal, LLC

7A

Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 7(A)

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Bid for Concrete for Calendar Year 2017

Summary: Council is requested to approve a bid from Essroc Redi-Mix Corporation at the attached quoted prices during calendar year 2017 for work performed by the Department of Environmental Services. Note: This is not the curb and gutter concrete bid.

Budget/Funding: FY17 budget line items, depending on project that requires concrete: 4102-45407, 4102-47907, 4500-45407, 4500-45477

Attachments: Memo from Purchasing Agent and Quotation Tabulation

Meetings: None

Staff Recommendation: Approval__X__ Denial______

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: **I move that Council approve a bid from Essroc Redi-Mix Corporation at the attached quoted prices during calendar year 2017 for work performed by the Department of Environmental Services.**

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JW

MEMORANDUM

Date: December 5, 2016

To: Tina Presley, Senior Administrative Assistant

Jennifer Berry, Clerk of Council

From: Cindy Hartman, Purchasing Agent

RE: Agenda Item

On Tuesday, November 29, 2016, I held a bid opening to set firm prices for various types and quantities of redi-mix concrete orders during calendar year 2017. I received one (1) response (see attached tabulation sheet). This is not the curb & gutter concrete bid. This is concrete ordered by the Town for work performed by our Public Works Department.

Historically, the overall dollar amount of purchases during a year requires Town Council approval. Please add this to the December 12, 2016 agenda for their action.

Staff recommends the award for redi-mix concrete purchased during calendar year 2017 be made to Essroc Redi-Mix Corporation at quoted prices.

Funding for the concrete will be drawn from various Department of Environmental Services FY17 budget line items, depending on the project that requires concrete. These line items are 4102-45407, 4102-47907, 4500-45407 or 4500-45477.

TOWN OF FRONT ROYAL

Quotation Tabulation

Item CONCRETE - 2017 Quotation #40

Date 11/29/16 Mailed 7 Replied 1

NO QUOTES RECEIVED FROM: TITAN VIRGINIA, VALLEY REDI-MIX, CARDINAL CONCRETE, STEPHENS CITY REDI-MIX, ROCKINGHAM REDI-MIX, VULCAN MATERIALS		VENDOR QUOTATION			
		ESSROC READY MIX			CALENDAR YEAR 2016 PRICES
QUANTITY		QUOTATION	QUOTATION	QUOTATION	QUOTATION
REDI-MIX CONCRETE FOR PERIOD OF 1/01/174 - 12/31/17					
B MIX CONCRETE -	5 CU. YD & UP	$112.00			$124.00
	4 CU. YD.	$132.00			$124.00
	3 CU. YD.	$152.00			$144.00
	2 CU. YD.	$172.00			$164.00
	1 CU. YD.	$192.00			$184.00
A MIX CONCRETE -	5 CU. YD. & UP	$113.00			$125.00
	4 CU. YD.	$133.00			$125.00
	3 CU. YD.	$153.00			$145.00
	2 CU. YD.	$173.00			$165.00
	1 CU. YD.	$193.00			$185.00
A-3 MX CONCRETE-	5 CU. YD. & UP	$115.00			$127.00
REGULAR SAND	4 CU. YD.	$135.00			$127.00
	3 CU. YD.	$155.00			$147.00
	2 CU. YD.	$175.00			$167.00
	1 CU. YD.	$195.00			$187.00
A-3 MIX CONCRETE	5 CU. YD. & UP	$117.00			$129.00
NATURAL SAND	4 CU. YD.	$137.00			$129.00
	3 CU. YD.	$157.00			$149.00
	2 CU. YD.	$177.00			$169.00
	1 CU. YD.	$197.00			$189.00
A-4 MIX CONCRETE	5 CU. YD. & UP	$125.75			$137.75
NATURAL SAND	4 CU. YD.	$145.75			$137.75
	3 CU. YD.	$165.75			$157.75
	2 CU. YD.	$185.75			$177.75
	1 CU. YD	$205.75			$197.75
A-3 EXPOSED AGGREGATE					
MIX CONCRETE -	5 CU. YD. & UP	$143.00			$155.00
	4 CU. YD.	$163.00			$155.00
	3 CU. YD.	$183.00			$175.00
	2 CU. YD.	$203.00			$195.00
	1 CU. YD.	$223.00			$215.00
TERMS		NET 30			

The above proposals verified to specifications and compliance with terms and conditions.

Witness Witness

Cynthia A. Hoffman

Purchasing Agent

7B

Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 7(B)

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Bid for Purchase of Vehicles

Summary: Council is requested to approve the purchase of four (4) vehicles through Virginia state contracts. The vehicles purchased are: One 7-passenger 2017 Dodge Caravan in the amount of $24,713.67 *(replacing two Crown Victorias for traveling)*; One 2017 Chevrolet Silverado 3500 1 ton 4x4 pickup truck with a diesel engine and fitted with a snow plow in the amount of $46,256.89 *(replacing a truck from Water/Sewer Maintenance Department)*; two 2017 Chevrolet Silverado 3500 1 ton 4x4 pickup trucks with one fitted with a Reading service body and one with a diesel engine in the amounts of $44,208.49 and $36,062.99 respectively *(replacing trucks sold from the Department of Energy Services).*

Budget/Funding: **FY17 Budget Line Items**

- 7-passenger Dodge Caravan: Vehicle/Motor Pool 1203-47005 ($24,713.67)
- Chevrolet Silverado 3500: split evenly between two line items ($46,256.89)
  - Water Line Maintenance 9602-47005
  - Sewer Line Maintenance 9802-47005
- Two Chevrolet Silverado 3500 Department of Energy Services 9401-47005
  - Diesel Engine - $44,208.49
  - Flex Fuel Engine - $36,062.99

Attachments: Memorandum from Purchasing Agent

Meetings: None

Staff Recommendation: Approval__X__ Denial______

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: **I move that Council approve the purchase of four (4) vehicles through Virginia state contracts: One 7-passenger 2017 Dodge Caravan in the amount of $24,713.67 *(replacing two Crown Victorias for traveling)*; One 2017 Chevrolet Silverado 3500 1 ton 4x4 pickup truck with a diesel engine and fitted with a snow plow in the amount of $46,256.89 *(replacing a truck from Water/Sewer Maintenance Department)*; two 2017 Chevrolet Silverado 3500 1 ton 4x4 pickup trucks fitted with one fitted with a Reading service body and one with a diesel engine in the amounts of $44,208.49 and $36,062.99 respectively *(replacing trucks sold from the Department of Energy Services).***

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JW

MEMORANDUM

Date: December 5, 2016

To: Tina Presley, Administrative Assistant

Jennifer Berry, Clerk of Council

From: Cindy Hartman, Purchasing Agent

RE: Agenda Item

During the Town's October Public Auction, we sold thirteen (13) vehicles. At this time, we will need to replace four (4) of them. The vehicles will be purchased through Virginia state contracts. These contracts are competitively bid to meet the Public Procurement Act requirements. Due to the volume the awarded dealers sell to various agencies throughout Virginia, there is a substantial cost savings over the invoice price.

The first vehicle would be used as a "school" van. At times, we have various employees traveling at the same time, but different locations. In the past, we had two (2) old Crown Victoria for travelling. Both of those were sold, so the department is requesting a replacement. The state contract offers a seven passenger 2017 Dodge Caravan in the amount of $24,713.67.

The second vehicle will be replacing a truck sold from the Water and Sewer Maintenance Department. The state contract offers a 2017 Chevrolet Silverado 3500 1 ton 4 x 4 pickup truck, with a diesel engine and fitted with a snow plow, at a cost of $46,256.89.

The third and fourth vehicles will be replacing trucks sold from the Department of Energy Services. Both will be a 2017 Chevrolet Silverado 3500 1 ton 4 x 4 pickup truck fitted with a Reading service body. Due to budget constraints, only one of the trucks will be equipped with a diesel engine. The state contract offers the truck with the diesel engine at a cost of $44,208.49, and the flex fuel engine at a cost of $36,062.99.

All vehicle purchases must be approved by the Town Council. Please add this to the December 12, 2016 agenda for their action.

Staff recommends the purchase of a 7-passenger Dodge Caravan minivan through the Virginia state vehicle contract from Hall Automotive at a cost of $24,713.67. The Vehicle/Motor Pool has $25,000 allocated in the FY17 budget line item 1203-47005 for this purchase.

Staff recommends the purchase of a Chevrolet Silverado 3500 1 ton 4x4 pickup truck through the Virginia state vehicle contract from RK Chevrolet, at a cost of $46,256.89. The cost of this truck will be split evenly between two (2) of the Department of Environmental Services divisions. The Water Line Maintenance has $30,000 allocated in the FY17 budget line item 9602-47005, and the Sewer Line Maintenance also has $30,000 allocated in the FY17 budget line item 9802-47005, for this purchase.

Staff recommends the purchase of two (2) Chevrolet Silverado 3500 1 ton 4x4 pickup trucks through the Virginia state vehicle contract from RK Chevrolet, at the cost of $44,208.49 for a diesel engine, and $36,062.99 for a flex fuel engine. At this time, the Department of Energy Services has $393,560.00 allocated in the FY17 budget line item 9401-47005 for this purchase. The balance of the funds in this account are allocated for future FY17 vehicle purchases.

7C

Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 7(C)

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Advertise for Council Vacancy

Summary: Council is requested to direct the Clerk of Council to advertise for the vacant Council Member position with a deadline of all applications as January 13, 2017.

Budget/Funding: None

Attachments: None

Meetings: Work Session held December 5, 2016

Staff Recommendation: Approval X Denial______

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: **I move that Council direct the Clerk of Council to advertise for the vacant Council member position with a deadline of all applications as January 13, 2017.**

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JW

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Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 8

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Budget Amendment - Outstanding Purchase Orders *(2n Reading)*

Summary: Council is requested to adopt on its second and final reading an amendment to the FY2017 Budget concerning a list of outstanding purchase orders that the Finance Department has compiled totaling $39,439,320.80 based on the final audit results that need to be carried forward to the FY2017 budget cycle to complete unfinished projects. Funding will be offset from the appropriate fund balance reserves for each fund indicated, the revenue for these projects having been connected in previous budget cycles, as follows:

General Fund - $514,832.05
Special Projects - $662,810.03
Electric Fund - $894,353.75
Sewer Fund - $25,468,400.75
Water Fund - $2,997,502.48
Solid Waste Fund - $18,366.05
Street Fund - $8,883,055.69

Budget/Funding: None

Attachments: List of carryover purchase orders

Meetings: Work Session held November 21, 2016; Public Hearing held November 28, 2016

Staff Recommendation: Approval X Denial______

Proposed Motion: **I move that Council adopt on its second and final reading an amendment to the FY2017 Budget concerning a list of outstanding purchase orders that the Finance Department has compiled totaling $39,439,320.80 based on the final audit results that need to be carried forward to the FY2017 budget cycle to complete unfinished projects. I further move that funding will be offset from the appropriate fund balance reserves for each fund indicated, the revenue for these projects having been connected in previous budget cycles, as follows:**

General Fund - $514,832.05
Special Projects - $662,810.03
Electric Fund - $894,353.75
Sewer Fund - $25,468,400.75
Water Fund - $2,997,502.48
Solid Waste Fund - $18,366.05
Street Fund - $8,883,055.69

ROLL CALL VOTE REQUIRED

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
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Approved By: JW

	PO#sort	Vendor	Act#		Amount	Year Rese	Description
Council	28462	Lord Fairfax Small Business	1101-43002	$	16,000.00	FY16	Contract Renewal
	28237	Community Development	1101-R43002	$	152,460.87	FY13-16	Program continues to move forward
				$	168,460.87		
Auto Shop	28571	Artic Air	1203-47009	$	38,335.00	FY16	HVAC Replacement Shop (1 of 4 years)
	28303	Artic Air	1203-R47009	$	20,000.00	FY15-16	Air Conditioner Shop Area
				$	58,335.00		
IT	28654	SHI Corp	1204-43005	$	10,000.00	FY16	Citrix Xendesktop maintenance
	28658	SHI Corp	1204-43005	$	10,000.00	FY16	Dell Warranty
	28361	Pitney Bowes Global	1204-43005	$	4,546.71	FY16	Mailing System/Folder
	28656	SHI Corp	1204-43053	$	9,105.30	FY16	Windows Data Center
	28657	SHI Corp	1204-43053	$	5,000.00	FY16	Anti Virus
	28549	SHI Corp	1204-47001	$	1,096.34	FY16	VMWare Support & Subscription
	28540	Syntax Communications	1204-47007	$	780.00	FY16	Networking
	28655	SHI Corp	1204-47007	$	20,813.90	FY16	Computer Upgrades
	28689	SHI Corp	1204-47007	$	7,656.60	FY16	Desktop & Warranty
	28338	Sungard Public Sector	1204-R47007	$	27,058.00	FY15	Financial Server Upgrade
				$	96,056.85		
Visitor	28645	Commercial Press	1205-43006	$	3,000.00	FY16	Printing Services
Center	28694	National Media Services	1205-43040	$	10,000.00	FY16	Drive Tourism
	27968	Pitney Bowes Global	1205-R43005	$	837.00	FY14	Visitor Center Mailing System Lease
	26929	Virginia Main St Program	1205-R43018	$	10,000.00	FY12	Promotion Downtown
	28285	4Imprint	1205-R43018	$	4,958.72	FY15	Visitor Center Promotional Supplies
				$	28,795.72		
Asset	27924	Town Police Supply of Richmo	1610-R47001	$	17,210.85	FY14	Asset Forfieture PO
Forfeiture				$	17,210.85		
Police	28688	Visa	3101-45425	$	114.95	FY16	AR15 Bolt Component Repair Kit
				$	114.95		
Streets	28695	Visa	4102-45407	$	254.32	FY16	Name on Admin Building to Town Hall
	27752	Arthur Construction	4102-R45470	$	9,028.09	FY14	Alley Paving Paver & Miller Rental
	28301	Stuart Perry	4102-R45470	$	19,693.99	FY15	Asphalt for alleyways
	28661	Signet Screen Printing	4107-45410	$	142.31	FY16	Uniforms
	28665	HD Supply Waterworks	4107-45413	$	750.00	FY16	Water & Sewer materials
	28613	Treasurer of Virginia - VDOT	4107-45504	$	1,000.00	FY16	Concrete Field Certification Class
	28664	Martin's Food	4107-45504	$	480.00	FY16	In-house 8 hour educational course refreshments
	28685	Clatterbuck Pavement	4500-45473	$	3,876.84	FY16	Street Line Painting
	28461	Arthur Construction	4500-47909	$	124,025.00	FY16	Westminster Sidewalk
	28489	Mattern & Craig	4500-47962	$	348,700.00	FY16	Criser Road Bridge Engineering
	28631	Korman Signs	4500-45407	$	733.00	FY16	Alpolic Blanks
	28302	Carmeuse Lime & Stone	4500-R45407	$	43,609.89	FY15	Various Stone
	28283	Treasurer of Virginia - VDOT	4500-R47926	$	268,939.00	FY13-15	South Fork Bridge Project
	28478	Leach Run Parkway	4500-47957	$	8,061,823.25	FY16	Leach Run Construction
				$	8,883,055.69		
Refuse	28638	Toter	4203-45407	$	320.00	FY16	Trash Cart Bars
	28618	Government Finance & Lease	4203-47005	$	18,046.05	FY16	Refuse Truck Lease Payment
				$	18,366.05		
General	28698	Nicholson Painting	4302-43004	$	2,300.00	FY16	Painting Project
Properties	28570	Lowes	4302-47009	$	4,000.00	FY16	Roof Replacement
	28576	Virginia Municipal League	4302-47009	$	31,414.63	FY16	Replacement Building (collapsed under snow)
	28296	D & H Heating & Cooling	4302-R47001	$	15,000.00	FY15	HVAC Replacement Program (On going project)
	28662	Reading Landscapes	4305-45437	$	300.00	FY16	Crimson oak tree
	28663	Springtime Garden	4305-45437	$	500.00	FY16	Perennials & shrubs
				$	53,514.63		

Planning	28693	Sabra	8101-43002	$ 3,995.00	FY16	Traffic Impact Study
	28569	Surveyor Equipment	8101-47001	$ 4,100.00	FY16	Surveyor Equipment
	28342	Renaissance Planning Group	8101-R43026	$ 29,809.49	FY15-16	Comprehensive Plan Update
	27698	Energov	8101-R47007	$ 2,325.65	FY14	Energov Software
	27531	Air Survey Corporation	8101-R47014	$ 50,555.00	FY14	Updated Aerial Imagery Data
	28545	Planning Commission	8104-45504	$ 1,558.04	FY16	Edcuation for New Planning Commission Members or Other Members
				$ 92,343.18		
Special Projects	28567	Leach Run Parkway	9130-47957	$ 76,210.69	FY16	Debt Service Leach Run Parkway
	28341	Facility Study	9130-R47013	$ 295,917.95	FY15-16	Police Dept Design & Structure
	28340	Lantz Construction	9130-R47982	$ 290,681.39	FY15-16	Local Connector Road
				$ 662,810.03		
Electric	28390	Engineering Techniques	9401-43002	$ 5,400.00	FY16	Main Street Canopy Lights Engineering
	28648	Lee Inspection	9401-43003	$ 24,500.00	FY16	Pole Inspection Service
	28541	Moretz Consulting	9401-43004	$ 4,000.00	FY16	DC Fast Charger Repairs
	28628	Map Enterprises	9401-47005	$ 170,993.00	FY16	Bucket Truck
	28672	Painter-Lewis PLC	9401-47009	$ 2,243.75	FY16	DEQ permit process
	28423	Traffic Systems & Technology	9401-47025	$ 873.06	FY16	Assorted Material for Crosswalks
	28671	Econolite Control Products	9401-47025	$ 145,000.00	FY16	Crosswalk Project
	28670	Econolite Control Products	9401-47910	$ 8,200.00	FY16	Traffic Signalization
	28669	Southeastern Consulting	9401-47929	$ 19,000.00	FY16	Happy Creek Substation Project
	28682	Southeastern Consulting	9401-47937	$ 120,000.00	FY16	Transformer Replacement 2 of 3 years
	28683	Kidwell Fencing	9401-47937	$ 10,875.00	FY16	Manassas Ave Substation Fence
	28305	Southeastern Consulting	9401-R43002	$ 24,900.00	FY15	Work Plan Study
	28307	Burton & Associates	9401-R43002	$ 26,524.00	FY15	Electric Rate Study
	27501	Treasurer of Virginia - VDOT	9401-R47926	$ 52,848.19	FY13	South Fork Bridge Reconstruction Project
	28306	Southeastern Consulting	9401-R47937	$ 118,483.81	FY15	Manassas Ave Substation Upgrade
	27543	Sungard Public Sector	9417-R47001	$ 160,512.94	FY14-16	Automatic Meter Reading Program
				$ 894,353.75		
Water	27011	Arcadis US Inc	9501-R43002	$ 1,965.50	FY12	Mckay Springs Evaluation
	28661	Signet Screen Printing	9501-45410	$ 156.37	FY16	Uniforms
	28673	Northern Virginia Daily	9601-43007	$ 1,239.60	FY16	Water Quality Report
	28678	Scientific Methods	9601-43077	$ 10,000.00	FY16	Testing Service
	28627	Commonwealth Controls Corp	9601-45407	$ 7,525.00	FY16	Guard Hill Control Pump Output
	28639	Calgon Carbon	9601-45407	$ 2,408.38	FY16	UV Insert
	28641	Flomec	9601-45407	$ 7,657.37	FY16	Butterfly Valve
	28612	USALCO	9601-45413	$ 7,945.92	FY16	Delpac 2020
	28635	Calgon Carbon	9601-45515	$ 1,500.00	FY16	Factory Training Class
	28561	Kubota of Culpeper	9601-47001	$ 16,166.25	FY16	Mower with Transport Trailer
	28289	Gerber Pumps International	9601-R47001	$ 25,000.00	FY15	Ultrasonic Equpment to Control Algae
	28559	Carter Machinery Co	9601-47009	$ 15,000.00	FY16	Replacement Control for Guard Hill Pump Station
	28560	Lantz Construction	9601-47009	$ 25,000.00	FY16	Raw Water Reservoir Pier Replacement
	28676	Utility Service Co Inc	9601-47009	$ 100,000.00	FY16	Repair Fairground Water Tower
	27546	CHA Consulting	9601-R47009	$ 100,000.00	FY14	Water Plant Reservoir Repairs
	28119	CHA Consulting	9601-R47009	$ 360,000.00	FY13-16	Repairs & Painting Water Tower
	28322	M C Dean Inc	9601-R47009	$ 20,000.00	FY15	4-H Pump Generator Water Plant
	28327	CHA Consulting	9601-R47009	$ 150,000.00	FY15-16	Jamestown Pump Control Upgrade
	28287	CHA Consulting	9601-R43002	$ 25,000.00	FY15	Water Treatment Plant Reservoir Engineering Services
	28288	CHA Consulting	9601-R43002	$ 2,171.42	FY15	Completion of LT2 and DDBP Upgrade Inspections
	28314	CHA Consulting	9601-R43002	$ 500.00	FY15	Dam Safety Inspection
	27128	ABB Inc	9601-R43005	$ 20,000.00	FY12	16" Finished Water Meter for Complianec with the VDH
	27522	CHA Consulting	9601-R47507	$ 28,483.86	FY13	Water Treatment Plant Improvement
	27919	CHA Consulting	9601-R47507	$ 415,872.82	FY14	Mandated Water Treatment Plant Upgrades
	28316	Caldwell & Santmyer	9601-R47507	$ 5,262.70	FY15	Install Panel Board & Circuit breaker at Water Treatment Plant
	27521	CHA Consulting	9601-R47519	$ 1,548.29	FY13	Loop Study
	27494	Mcfrane Fence Company	9601-R47903	$ 36,700.00	FY13	Security Improvement Guard Hill Rd
	28589	Fluid Pinpointing Services	9602-43002	$ 60,000.00	FY16	Leak Detection Survey
	28589	Fluid Pinpointing Services	9602-R47001	$ 45,000.00	FY15	Leak Detection Survey
	28668	Capital GMC	9602-47005	$ 31,302.00	FY16	Vehicles & equipment
	28292	Capital GMC	9602-R47005	$ 74,212.50	FY15-16	Dumptruck
	28015	Bushong	9602-R47513	$ 26,321.00	FY15	Water Line Upgrade Happy Creek & Braxton Ave
	28554	Bushong Contracting Corp	9602-47513	$ 219,395.00	FY16	Kerfoot Ave Waterline Upgrade
	28667	Bushong	9602-47513	$ 115,605.00	FY16	Waterline Upgrades
	28479	Leach Run Parkway	9602-47513	$ 868,225.00	FY16	Leach Run Waterlines
	28111	Bushong	9602-R47513	$ 40,248.50	FY15	Water Line Upgrades
	28291	Bushong	9602-R47513	$ 130,090.00	FY15	Ongoing Project - Upgrade Water Lines W15th, Kerfoot, & Belair
				$ 2,997,502.48		

Sewer	28661	Signet Screen Printing	9502-45410	$	156.37	FY16	Uniforms
	28684	Inboden Environmental	9801-43077	$	8,561.10	FY16	Laboratory testing
	28650	Commonwealth Engineering	9801-45407	$	6,770.65	FY16	Spare Motor
	28674	Lloyd Electric	9801-45407	$	25,000.00	FY16	Misc Repairs
	27930	GHD	9801-R45407	$	25,000.00	FY14	Seconday Rotary Fan Press
	28320	Prime Solution	9801-R45407	$	10,000.00	FY15	Update the #1 Rotary Fan Press
	28601	Winschel Environmental	9801-45413	$	3,740.00	FY16	Brenntag Winfloc 7BC1 Polymer
	28652	Winschel Environmental	9801-45413	$	3,740.00	FY16	Brenntag Winfloc 7BC1 Polymer
	28565	Home Depot	9801-47001	$	20,387.00	FY16	Replacement Lawn Tractor
	28563	Lantz Construction	9801-47009	$	45,000.00	FY16	Blower Building Roof Replacement
	27549	Lantz Construction	9801-R47009	$	70,000.00	FY14	Crooked Run Pump Station
	28292	Capital GMC	9802-R47005	$	74,212.50	FY15-16	Dumptruck
	28668	Capital GMC	9602-47005	$	31,302.00	FY16	Vehicles & equipment
	28187	Adams Robinson Enterprises	9801-R47015	$	21,684,853.50	FY15	Wastewater Treatment Plant Upgrade/Expansion
	28375	GHD Inc	9801-R47015	$	2,246,612.65	FY16	Upgrade WWTP
	27521	CHA Consulting	9801-R47519	$	4,367.71	FY13	Loop Study
	28517	CHA Consulting	9802-47998	$	26,569.55	FY16	Inflow & Infiltration Engineering
	28536	Bushong	9802-47998	$	7,330.00	FY16	I & I Abatement - 70 Feet Sewer - 1418 Virginia Ave
	28666	CHA Consulting	9802-47998	$	284,161.48	FY16	I & I Abatement -
	28183	Waller Properties	9802-R47998	$	750.00	FY15	425 Hill Street Sewer Backup Protection
	28309	D & S Contractors	9802-R47998	$	889,886.24	FY15	Manhole Rehabilitation
				$	25,468,400.75		

GRAND TOTAL	**$**	**39,439,320.80**

General Fund	$	514,832.05
Special Projects	$	662,810.03
Electric Fund	$	894,353.75
Sewer Fund	$	25,468,400.75
Water Fund	$	2,997,502.48
Solid Waste Fund	$	18,366.05
Street Fund	$	8,883,055.69
	$	39,439,320.80

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Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 9

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Resolution to Co-Sponsor Memorial Day Event

Summary: Council has received a request from Malcolm Bar, Sr. seeking approval from Town Council to continue the tradition of memorializing the military for their service as well as recognizing the Military Working Dog aka "Dogs of War" by co-sponsoring the annual Memorial Day Event that he has helped organize the last few years. Council is requested to consider approval of a Resolution to co-sponsor a Memorial Day Event as presented.

Budget/Funding: None

Attachments: Resolution and Request from Mr. Barr

Meetings: Work Session held November 21, 2016

Staff Recommendation: Approval__X__ Denial______

Proposed Motion: **I move that Council approve a Resolution to co-sponsor a Memorial Day Event as presented.**

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JW

From: Malcolm Barr <barr127@yahoo.com>
Reply-To: Malcolm Barr <barr127@yahoo.com>
Date: Saturday, June 4, 2016 at 8:41 PM
To: Steve Burke <sburke@frontroyalva.com>
Subject: Memorial Day

TO: STEVE BURKE

FROM: MALCOLM BARR, SR

DATE: JUNE 4, 2016

SUBJECT: MEMORIAL DAY CEREMONY

Please convey to Mayor Darr and members of Town Council my thanks for their participation and attendance in the 2016 Memorial Day ceremony at the gazebo last Monday, and my thanks to you for setting up the Town-owned public address system which added to the unqualified success of the event. It was hard to estimate, but based on my journalistic experience in these things, I would say that roughly 200-300 people (and about 30 dogs!) attended this annual memorial to our fallen veterans and to the "dogs of war."

This was the fifth time I had the opportunity to organize this Memorial Day event (the third at the gazebo) and to assure its continuation for years to come I this year had the assistance of a co-chair, Robert MacDougall, a U.S. Marine Corps reservist and local business man, who, with me, is already planning for next year's observance.

So far, I have underwritten the expenses, about $400 annually, with nominal help from the Air Force Association (AFA) and the contribution of a wreath by Betty Showers of Fussell Florist.

In this regard, I understand from local press reports that the Town is encouraging various activities in downtown Front Royal and I would appreciate your bringing Memorial Day activities to the attention of all council members with a view to offering a sponsorship for this annual event.

If any further explanation is required, Mr. MacDougall and I would be pleased to brief Council on events of the past and our plans for the future.

Malcolm Barr, Sr.

RESOLUTION
TOWN TO CO-SPONSOR ANNUAL MEMORIAL DAY EVENT

WHEREAS, In 1868, "Decoration Day" was established as a time for the nation to decorate the graves of those who lost their lives in the Civil War. By the 19^{th} century "Decoration Day" was changed to "Memorial Day" to recognize those who lost their lives and served in all American wars; and,

WHEREAS, In 1971, Memorial Day was declared a national holiday and is observed on the last Monday in May; and,

WHEREAS, Military Working Dogs or "Dogs of War" have been used by the United States Military since World War I. They have saved countless lives and continue their heroism today, and,

WHEREAS, For several years, Mr. Malcolm Barr, Sr. along with representatives of the United States Marine Corps, Air Force Association, Randolph-Macon Academy, VFW, and local citizens, have organized a Memorial Day Event at the Town Gazebo; and,

WHEREAS, Mr. Barr has approached Town Council seeking approval for the Town of Front Royal to co-sponsor the continued tradition of memorializing those who lost their lives during their service in the military and to recognize the "Dogs of War" on Memorial Day; and,

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Front Royal is in support of co-sponsoring an annual Memorial Day Event that would memorialize the men and women who lost their lives during their military service as well as honoring the Military Dogs of War who saved countless lives during their service in the military.

APPROVED:

____

Timothy W. Darr, Mayor

Attest:

____

Jennifer E. Berry, CMC, Clerk of Council

THIS RESOLUTION was approved at the Regular Meeting of the Town of Front Royal, Virginia, Town Council conducted on ___________________, 2016 upon the following recorded vote:

Hollis L. Tharpe	Yes/No	Bret W. Hrbek	Yes/No
Eugene R. Tewalt	Yes/No	Bébhinn C. Egger	Yes/No
John P. Connolly	Yes/No	Jacob L. Meza	Yes/No

Approved as to Form and Legality:

____

Douglas W. Napier, Town Attorney   Dated: __________________________

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Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 10

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Internal Loan and Purchase of Refuse Truck

Summary: Council is requested to approve an internal loan from the Water Enterprise Fund Balance in the amount of $139,535.00 to the Refuse Department for the purchase of a new rear load refuse collection truck. The loan will be paid back over the course of four (4) years with equal payments of $34,883.75. Council is then requested to approve the bid from Richmond Machinery & Equipment in the amount of $175,935.00 for the purchase of a new 25 cubic yard Freightliner rear loader refuse truck.

Budget/Funding: The FY2017 approved budget includes $36,400 for the first payment of the refuse truck. Upon approval, future budgets will need to include the expense for the annual payment.

9601-3510110 Water Treatment Plant – App. Funds Forward	$139,535.00
9601-49008 Water Treatment Plant – Transfer to Refuse Loan	$139,535.00
4203-3310111 Solid Waste Management – Internal Loan	$139,535.00
4204-47005 Solid Waste Management – Motor Vehicles	$139,535.00

Attachments: Memorandum from Purchasing Agent with Quotation Tabulation and Memorandum from Manager of Vehicle Maintenance

Meetings: Work Session held December 5, 2016

Staff Recommendation: Approval__X__ Denial______

Proposed Motion: **I move that the Town Council approve an internal loan from the Water Enterprise Fund Balance in the amount of $139,535.00 to the Refuse Department for the purchase of a new rear load refuse collection truck and that the loan will be paid back over the course of four (4) years with equal payments of $34,883.75. I further move that Council approve the bid from Richmond Machinery & Equipment in the amount of $175,935.00 for the purchase of a 25 cubic yard Freightliner rear loader refuse truck.**

ROLL CALL VOTE REQUIRED

*Note: Motions are the formal & final proposal of Council, proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JW

MEMORANDUM

Date: December 6, 2016

To: Tina Presley, Senior Administrative Assistant

Jennifer Berry, Clerk of Council

From: Cindy Hartman, Purchasing Agent Cindy

RE: Work Session

On Wednesday, November 9, 2016, I held a bid opening for the purchase of a new rear load refuse collection truck. I received three (3) quotations (see attached tabulation). Don McPaters, Vehicle/Equipment Manager, reviewed the lowest quotation to ensure that the quoted truck met the Town's specifications. I have attached his memo confirming that it did meet the specs. Due to the dollar amount, this purchase requires Council approval.

If the request for an internal loan is approved to provide additional funding for this purchase, the Solid Waste Management FY17 budget line item 4203-47005 "Motor Vehicles" will have funds for the truck to be paid in full at the time of delivery.

Staff recommends the award for the purchase of a 25 cubic yard Freightliner rear loader refuse truck be made to Richmond Machinery & Equipment for the cost of $175,935.00.

MEMORANDUM

TO:	Cindy Hartman, Purchasing Agent
FROM:	Donald B McPaters, Manager of Vehicle Equipment Maint.
SUBJECT:	Purchase 25-yard refuse truck.
DATE:	November 10, 2016

We had three bids on the refuse truck and I have reviewed the lowest bid.

The lowest bid was from Richmond Machinery with a 25 yard Excel Load Master body with Freight Liner M2 112 chassis at a price of $175,935.00 and met all specification.

I

TOWN OF FRONT ROYAL, VIRGINIA
Quotation Tabulation

Item: REFUSE TRUCK | Quotation #37

Date: NOVEMBER 9, 2016 | Mailed 6 | Replied 2

	Vendor Quotation			
	TOM'S TRUCK SALES MANASSAS VA	RICHMOND MACHINERY & EQUIPMENT RICHMOND VA	TOM'S TRUCK SALES MANASSAS VA	
QUANTITY	QUOTATION	QUOTATION	QUOTATION	QUOTATION
25 CUBIC YARD REAR LOADER REFUSE COLLECTION TRUCK PER TOWN SPECIFICATIONS	$192,002.00	$175,935.00	$185,556.00	
	WESTERN STAR 4700SB NEW WAY COBRA MAGNUM	FREIGHTLINER M2 112 LOADMASTER EXCEL 25	FREIGHTLINER 114SD NEW WAY COBRA MAGNUM	
Total Discount				
Net Quotation				
Terms				

The above proposals verified to specifications and compliance with terms and conditions.

Witness

Witness

Purchasing Agent

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Town of Front Royal, Virginia
Council Agenda Statement

Page 1
Item No. 11

Meeting Date: December 12, 2016

Agenda Item: COUNCIL APPROVAL – Resolution of Support for IT Federal, LLC

Summary: Council is requested to approve a Resolution of Support for IT Federal, LLC

Budget/Funding: None

Attachments: Information will be available at the meeting.

Meetings: None

Staff Recommendation: Approval__X__ Denial______

Should Council wish to remove this item from the consent agenda, the following motion would allow approval of this request:

Proposed Motion: **I move that Council approve a Resolution of Support for IT Federal, LLC as presented.**

ROLL CALL VOTE REQUIRED

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proposed motions are offered by Staff for guidance
*To be clear and concise, motions should be made in the positive

Approved By: JW